

TOWN OF MANSFIELD

FINANCE COMMITTEE MEETING

MINUTES OF JULY 14, 2008

Present: Committee members - Carl Schaefer (Chair), Bruce Clouette

Council members – Helen Koehn

Staff members - Matt Hart, Jeff Smith, Cherie Trahan

Guests – none in attendance

The meeting was called to order at 6:08 p.m.

The meeting began with an in-depth discussion of the Manager's proposed 2008/09 budget transfers. Cherie Trahan reminded the Committee that our revenue estimate for 2008/09 is \$250,000 below our estimate when the budget was presented. In order to maintain our fund balance, we cannot spend more than we raise. Cherie reviewed each reduction item with the Committee. Matt Hart informed the committee that the staffing reductions and layoff took place on the previous Friday.

Helen Koehn questioned the layoff of the Administrative Assistant at the Senior Center and that the Council had not given any guidance in the reductions. Bruce Clouette agreed that in the future, the Council prioritize the functions in which they would prefer to see reductions or increases.

Matt Hart provided an update on MEHIP. He explained it would be a 3-year commitment and that it is a joint management/labor effort. The insurance pool as a

whole would retain a Third Party Administrator to process the claims. Currently Anthem acts as our TPA.

For a future meeting, Helen requested that we review the Purchasing Policy and revise for environmental goals.

The Committee agreed to recommend acceptance of budget transfers by the Town Council. The detail of the transfers will be provided to the Council.

Motions:

Motion was made by Bruce Clouette and seconded by Carl Schaefer to adjourn. Motion so passed.

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Cherie Trahan

Controller/Treasurer